

School Board Assigned Charge to the HRAC:

Leadership performance that promotes a rewarding workplace environment. HRAC will make recommendations to improve practices used by FCPS leadership personnel at school and district levels to promote a rewarding workplace environment.

Areas of focus in support of charge:

1. Complaint and Grievance Outcomes
 - a. Staff/Supervisor Disputes
 - b. Bullying
 - c. Sexual Harassment
2. Intervention and Separation Procedures
 - a. Process
 - b. Restorative efforts
 - c. Risk Management
3. Employee Rights
4. 2018-19 HRAC Report Progress

Detailed descriptions regarding areas of focus in support of charge

- 1. Review of Complaint Statistics - Advise on improving employee moral through better processes for complaints and outcomes. Advise on Policy to Prevent Toxic Employees from Rehire (in any capacity)**

Documentation Requested of HR – all data should be detailed by the year the incident began with the time it took for the conclusion to occur.

1. How many Employee complaints have been submitted since August 2012?
 - a. How many complaints resulted in the employee being disciplined, transferred, terminated or quitting?
 - b. How many complaints resulted in the supervisor being disciplined, transferred, terminated or quitting?
 - c. How many went to mediation?
 - i. After mediation how many reoccurred as problems.
2. How many grievances have been filed since August 2012?
 - a. At what stage of the grievance process was the grievance settled?
 - b. How many was decided in favor of the employee or supervisor.

- c. Specify with time in months from when the grievance was filed to completion.
3. When an employee clearly identified as toxic (bullying, sexual harassment, danger to others) is terminated or participated in litigation, how often are they rehired? What steps are taken to ensure the employee is not rehired even as a contractor, etc?

Data Spreadsheet attached.

2. Intervention and Separation Procedures

1. What safeguards are in place during administrative proceedings to prevent abuses of employee rights and noncompliance with established FCPS regulations/professional norms?
2. How often are staff counseled and assisted in transitioning back into the workplace (original or reassignment)? What resources are available? What office is responsible?
3. What safeguards are in place to identify staff members facing administrative separation/action, who may be a danger to themselves or others? What is done to ensure a continued “sense of connection” for employees in all stages of these processes? (physical/mental health, and positive reentry outcome as applicable)

3. Employee Rights

1. What regulations are in place to identify employee rights?
2. When were they last updated?
3. Create a summary “Employee Bill of Rights” based on existing/updated regulations to post in staff working areas.
4. Incorporate into both regulations and practice, robust accountability and reporting measures for Leadership or HR personnel that violate employees’ rights.

4. Monitor progress of FCPS responses to 2018-19 HRAC Report.